



SAN LORENZO UNIFIED SCHOOL DISTRICT
Personnel Commission

**Minutes for Regular Meeting
October 11, 2017**

- CALL TO ORDER Commissioner Polvorosa called the meeting to order at 4:30 p.m.
- FLAG SALUTE Commissioner Kingdon led the flag salute.
- ROLL CALL Commissioners Polvorosa, Kingdon and Souza were present.
- APPROVE AGENDA A motion to approve the October 11, 2017 Meeting Agenda was made by Commissioner Souza and seconded by Commissioner Kingdon.
- Comments: None
- Ayes: Polvorosa, Kingdon, Souza
- PUBLIC COMMENT None
- APPROVE MINUTES A motion to approve the September 13, 2017 Meeting Minutes was made by Commissioner Souza and seconded by Commissioner Kingdon.
- Comments: None
- Ayes: Polvorosa, Kingdon, Souza
- APPROVE EXAMINATIONS A motion to approve the following examinations was made by Commissioner Souza and seconded by Commissioner Kingdon.
- Elementary School Cashier
 - Paraeducator
 - Paraeducator - Autistic
 - Paraeducator – Physically Handicapped/Severely Handicapped
 - Paraeducator – Special Education
 - School Lunch Helper I
- Comments: Commissioner Souza asked Director Perez to look into whether the examinations need to be approved by the Personnel Commission. Cindy Ornellas, CSEA, Doug Marr, SEIU and Angelica Huerta, PTSA President, Commented
- Ayes: Polvorosa, Kingdon, Souza

APPROVE ELIGIBILITY
LISTS

A motion to approve the following eligibility lists was made by Commissioner Souza and seconded by Commissioner Kingdon.

- Administrative Assistant (Promotional and Open Lists)
- Assistant Superintendent, Business Services
- Computer Media Specialist
- Director of Facilities and Operations (Promotional and Open Lists)
- Office Manager (Promotional and Open Lists)

Comments: None

Ayes: Polvorosa, Kingdon, Souza

REVISION OF MERIT
RULES

A motion to invalidate the Merit Rules date 2015 and default back to the Merit Rules of 2011 effective October 11, 2017 was made by Commissioner Souza and seconded by Commissioner Kingdon.

Comments: None

Ayes: Polvorosa, Kingdon, Souza

REQUEST TO POST
POSITION
CONTROL/BENEFITS
TECHNICIAN

A motion to post the Position Control/Benefits Technician as prepared in Attachment B was made by Commissioner Souza and seconded by Commissioner Kingdon.

Comments: Ms. Ornellas and Mr. Marr commented.

Ayes: Polvorosa, Kingdon, Souza

COMMISSIONER'S
REPORT

Commissioner Souza expressed appreciation to CSEA and staff for the work and collaboration to get the Position Control/Benefits Technician posted.

DIRECTOR'S REPORT

Director Perez received possible dates for a joint Board of Education and Personnel Commission meeting from the Superintendent's Office. The dates offered are:

- January 23, 2018
- January 30, 2018
- February, 13, 2018
- February 27, 2018
- March 13, 2018
- March 27, 2018

Commissioner Souza suggested that she would like to meet at a school site.

RECESS TO CLOSED
SESSION

Commissioner Polvorosa recessed to Closed Session at 5:30 p.m. (1 Matter)

Government Code §54956.9 Pending Litigation-Client Privilege.

RECONVENE TO OPEN SESSION	Commissioner Polvorosa reconvened to open session at 5:45 p.m. Commissioner Polvorosa stated that there was nothing to report.
PUBLIC COMMENT	Ms. Ornellas requested that the Personnel Commission select the CSEA member to attend the Paraeducator Conference in 2018.
ADJOURNMENT	Commissioner Polvorosa adjourned the meeting at 7:47 p.m.
NEXT REGULAR MEETING	The next regular Personnel Commission Meeting will be held on Wednesday, November 8, 2017 in the San Lorenzo District Office Board Room.